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DEPARTMENT OF DEFENSE

Department of the Army

[Docket ID: USA-2016-HQ-0012]

Privacy Act of 1974; System of Records

AGENCY: Department of the Army, DoD.

ACTION: Notice to alter a System of Records.

SUMMARY: The Department of the Army proposes to alter a system of records notice, A0690-700 DAPE, Grievance Records. This system is used to review allegations, obtain facts, conduct hearings when appropriate, and render decision.

DATES: Comments will be accepted on or before [**INSERT DATE 30-DAYS FROM DATE OF PUBLICATION IN THE FEDERAL REGISTER**]. This proposed action will be effective on the day following the end of the comment period unless comments are received which result in a contrary determination.

ADDRESSES: You may submit comments, identified by docket number and title, by any of the following methods:

* Federal Rulemaking Portal: <http://www.regulations.gov>.
Follow the instructions for submitting comments.

* Mail: ODCMO, Directorate for Oversight and Compliance,
4800 Mark Center Drive, Attn: Mailbox 24, Alexandria, VA 22350-1700.

Instructions: All submissions received must include the agency name and docket number for this Federal Register document. The general policy for comments and other submissions from members of the public is to make these submissions available for public viewing on the Internet at <http://www.regulations.gov> as they are received without change, including any personal identifiers or contact information.

FOR FURTHER INFORMATION CONTACT: Ms. Tracy Rogers, Department of the Army, Privacy Office, U.S. Army Records Management and Declassification Agency, 7701 Telegraph Road, Casey Building, Suite 144, Alexandria, VA 22325-3905 or by calling (703) 428-7499.

SUPPLEMENTARY INFORMATION: The Department of the Army systems of records notices subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended, have been published in the Federal Register and are available from the address in FOR FURTHER INFORMATION CONTACT or at the Defense Privacy and Civil Liberties Division website at <http://dpclld.defense.gov/>.

The proposed systems reports, as required by 5 U.S.C. 552a(r) of the Privacy Act, as amended, were submitted on March 28, 2016, to the House Committee on Oversight and Government Reform, the Senate Committee on Homeland Security and Governmental Affairs, and the Office of Management and Budget (OMB) pursuant to paragraph 4c of Appendix I to OMB Circular No. A-130, "Federal

Agency Responsibilities for Maintaining Records About
Individuals," dated February 8, 1996 (February 20, 1996, 61 FR
6427).

Dated: April 4, 2016.

Aaron Siegel,

Alternate OSD Federal Register Liaison Officer,

Department of Defense.

A0690-700 DAPE

System name:

Grievance Records (August 30, 1993, 58 FR 45488)

Changes:

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System location:

Delete entry and replace with "Servicing civilian personnel
offices for each Army activity or installation. Official
mailing addresses of installations and activities are
published as an appendix to the Army's compilation of systems
of records notices."

Categories of individuals covered by the system:

Delete entry and replace with "Current or former employees of the Department of the Army who have submitted grievances in accordance with the regulations of the Office of Personnel Management (5 CFR part 771) or through a negotiated grievance procedure.

Categories of records in the system:

Delete entry and replace with "Name, date of birth, approximate date of closing the case and kind of action taken, organization and activity where employed at time grievance was initiated; copies of documents in the employee's possession related to the grievance, including statements of witnesses, reports of interviews and hearings, examiner's finding and recommendations, copy of the original and final decisions, and related correspondence and exhibits; and the name, address and telephone number of the employee's representative, if any."

Authority for maintenance of the system:

Delete entry and replace with "10 U.S.C. 3013, Secretary of the Army; 5 CFR 771, Agency Administrative Grievance System; Department of Defense Instruction 1400.25, Volume 771, DoD

Civilian Personnel Management System: Administrative
Grievance System."

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Routine uses of records maintained in the system, including
categories of users and the purposes of such uses:

Delete entry and replace with "In addition to those
disclosures generally permitted under 5 U.S.C. 552a(b) of the
Privacy Act of 1974, as amended, the records contained
therein may specifically be disclosed outside the DoD as a
routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The DoD Blanket Routine Uses set forth at the beginning of
the Army's compilation of systems of records notices may
apply to this system. The complete list of DoD Blanket
Routine Uses can be found online at:

<http://dpclld.defense.gov/Privacy/SORNsIndex/BlanketRoutineUses.aspx>."

Policies and practices for storing, retrieving, accessing,
retaining, and disposing of records in the system:

Storage:

Delete entry and replace with "Paper records and electronic storage media."

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Safeguards:

Delete entry and replace with "All records are maintained in a secured office and building. Lockable file cabinets are used. Access to computerized data is restricted by use of common access cards (CACs) and is accessible only by users with an authorized account. The system and electronic backups are maintained in controlled facilities that employ physical restrictions and safeguards such as security guards, identification badges, key cards, and locks."

Retention and disposal:

Delete entry and replace with "Closed cases are retired at the end of the calendar year, and destroyed by shredding or burning four years after the calendar year cutoff date."

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Notification procedure:

Delete entry and replace with "Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Deputy Chief of Staff for Personnel, Headquarters, Department of the Army, 4000 Army Pentagon, Washington, DC 20310-4000.

Individuals should provide the name, date of birth, approximate date of closing the case and kind of action taken, organization and activity where employed at time grievance was initiated, and signature.

In addition, the requester must provide a notarized statement or an unsworn declaration made in accordance with 28 U.S.C. 1746, in the following format:

If executed outside the United States: 'I declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America that the foregoing is true and correct. Executed on (date). (Signature).'

If executed within the United States, its territories, possessions, or commonwealths: 'I declare (or certify, verify, or state) under penalty of perjury that the foregoing is true and correct. Executed on (date). (Signature).'

Record access procedures:

Delete entry and replace with "Individuals seeking access to information about themselves contained in this system should address written inquiries to the Deputy Chief of Staff for Personnel, Headquarters, Department of the Army, 4000 Army Pentagon, Washington, DC 20310-4000.

Individual should provide the name, date of birth, approximate date of closing the case and kind of action taken, organization and activity where employed at time grievance was initiated, and signature.

In addition, the requester must provide a notarized statement or an unsworn declaration made in accordance with 28 U.S.C. 1746, in the following format:

If executed outside the United States: 'I declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America that the foregoing is true and correct. Executed on (date). (Signature).'

If executed within the United States, its territories, possessions, or commonwealths: 'I declare (or certify,

verify, or state) under penalty of perjury that the foregoing is true and correct. Executed on (date). (Signature).'"

Contesting record procedures:

Delete entry and replace with "The Army's rules for accessing records, and for contesting contents and appealing initial agency determinations are contained in 32 CFR Part 505, Army Privacy Program; or may be obtained from the system manager."

Record source categories:

Delete entry and replace with "From the individual on whom the record is maintained; testimony of witnesses; and related correspondence."

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